



# College Station Independent School District

*Success...each life...each day...each hour*

## College Station Independent School District Regular Board Meeting Minutes July 21, 2020 7:00 p.m. Board Room

Due to health and safety concerns related to the COVID-19 and in order to adhere to social distancing guidelines, no more than 50 people will be allowed in the boardroom.

Due to the temporary suspension of Open Meetings Laws issued on March 16, 2020, to advance the public health goal of limiting face-to-face meetings, this meeting will also be available to the public via live stream video. The public may access this meeting via live stream at the following:

LINK: <https://youtu.be/-CCCMl1srQM>

Public comment will be accepted in-person at the meeting. If you wish to provide feedback in a non-public setting, you may email [feedback@csisd.org](mailto:feedback@csisd.org).

A recording of the meeting will be available for viewing on the District's website.

The following items are on the agenda:

<b>ITEM NOS.</b>	<b>CONSENT ITEMS</b>	<b>DESCRIPTIONS</b>
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<b>A.</b>		<b>CALL TO ORDER /WELCOME</b>  President Michael Schaefer called the meeting to order at 7:01 p.m.
<b>B.</b>		<b>DECLARATION OF QUORUM/WELCOME</b>  President Schaefer declared a quorum with seven members present. In attendance were President Michael Schaefer, Vice President Geralyn Nolan, Secretary Mike Nugent, Trustee Joshua Benn, Trustee Amanda Green, Trustee Jeff Horak and Trustee Kimberly McAdams.

<b>C.</b>		<b>RECOGNITIONS</b>
<b>C-1.</b>		<p>Pledge of Allegiance to the American Flag and the Texas Flag, and a Moment of Silence</p> <p>Chuck Glenewinkel, Director of Communications, led the Pledge of Allegiance to the American Flag and the Texas Flag, and a Moment of Silence.</p>
<b>D.</b>		<p><b>CONSENT AGENDA</b></p> <p>Items listed on the Consent Agenda are as follows: Item E-2 Order of Election; Item E-3 ILA Brazos County for Election Services; Item G Minutes; Item I-2 Teacher evaluation and observation calendar; Item J-4 ILA City of CS for Standby Ambulance Service; Item J-5 annual license Active Classroom; Item J-6 District investment officer designation; Item J-7 TexPool investment fund representative; Item J-8 Lone Star investment pool representative; Item J-9 Texas Class investment pool representative; Item J-10 property, casualty, general liability and auto insurance renewal; Item J-11 Head Start financials; Item J-12 monthly budget amendments; Item J-13 financial reports.</p> <p><b><u>MOTION 4872:</u></b> I move approval of the Consent Agenda as presented. The motion carried with seven ayes and zero nos. The motion was made by Secretary Mike Nugent and seconded by Vice President Geralyn Nolan. The motion carried with seven ayes and zero nos.</p>
<b>E.</b>		<b>BOARD</b>
<b>E-1.</b>		<p>Board Directions and Reports/Announcements/Superintendent Reports and Announcements</p> <p><b><u>Board</u></b></p> <ul style="list-style-type: none"> <li>● CSISD Education Foundation</li> <li>● District Educational Improvement Council</li> <li>● Audit</li> <li>● Head Start Policy Council</li> </ul> <p>Trustee Kimberly McAdams gave an update on Head Start. No meetings have been held, but the staff is busy working on enrollment. Early Head Start is fully enrolled. Head Start &amp; Pre-K are working on enrollment. Additionally, the Head Start program received \$250,000 in CARES funds.</p> <ul style="list-style-type: none"> <li>● Intergovernmental Relations Liaison</li> <li>● Personnel Advisory Council Liaison</li> </ul>

		<ul style="list-style-type: none"> <li>• School Health Education Council</li> <li>• Upcoming Events</li> </ul> <p><b><u>Superintendent</u></b></p> <ul style="list-style-type: none"> <li>• Upcoming events Outside of COVID, more of which will be shared later in the meeting, there are just a few dates to share. On July 23<sup>rd</sup> principals return on contract; July 28 &amp; 29<sup>th</sup> Summer Administrative Leadership Institute will be held. It was rescheduled from early June and will be conducted with changes to the layout. The group will be breaking up into small groups, for shorter amounts of time to have everyone together and to continue to plan for next year. NTU – campus level days, one district day, done virtually. On August 10<sup>th</sup> the 187 day employees (teachers, instructional paras, etc.) come back. School starts on August 13 in person or virtual.</li> </ul>
E-2.	√	<p>Consider approval of an Order of Election authorizing a general election to be held on <b>November 3, 2020</b>, for the purpose of electing CSISD Board of Trustees Position 6, and Position 7 by the qualified voters of the College Station ISD; establishing early voting locations and vote centers for this election; and making provisions for conducting the election.</p> <p><i>* Considerar la aprobación de una orden de elección que autoriza una elección general que se llevará a cabo el <b>3 de noviembre del 2020</b>, con el fin de elegir a la posición 6 y 7 del consejo directivo de CSISD por los votantes calificados del Distrito Escolar Independiente de College Station; Establecer sitios de votación adelantada y los centros de voto para esta elección; Tomar medidas para llevar a cabo la elección.</i></p> <ul style="list-style-type: none"> <li>• <a href="#">Horn Memo</a></li> <li>• <a href="#">Order - English</a></li> <li>• <a href="#">Order - Spanish</a></li> </ul>
E-3.	√	<p>Consider approval of an Interlocal Government Agreement between College Station Independent School District and Brazos County related to the <b>November 3, 2020</b> general election.</p> <p><i>* Considerar la aprobación de un acuerdo de gobierno Interlocal entre el distrito escolar independiente de College Station y el Condado de Brazos relacionadas con las elecciones generales del 3 de noviembre de 2020.</i></p> <ul style="list-style-type: none"> <li>• <a href="#">Horn Memo</a></li> <li>• <a href="#">Interlocal Agreement</a></li> </ul>

<b>F.</b>		<p><b>HEARING OF CITIZENS</b> (Non-Agenda/Agenda Items)</p> <ul style="list-style-type: none"> <li>• Comments related to agenda items for this meeting will be heard during consideration of the item later in the meeting.</li> <li>• All comments not related to an agenda item at this meeting will be heard at this time.</li> </ul> <p><u>Lisa Aldrich</u> – 707 Honeysuckle Lane- College Station, TX - question regarding Kids Klub continuation for next year.</p>
<b>G.</b>	√	<p><b>MINUTES</b></p> <ul style="list-style-type: none"> <li>• <a href="#">June 16, 2020 Board Workshop Minutes</a></li> <li>• <a href="#">June 16, 2020 Board Meeting Minutes</a></li> </ul>
<b>H.</b>		<p><b>CURRICULUM AND INSTRUCTION</b></p>
<b>H-1.</b>		<p>Consider approval of 2020-21 Student Code of Conduct.</p> <ul style="list-style-type: none"> <li>• <a href="#">Perry Memo</a></li> <li>• <a href="#">2020-21 CSISD Code of Conduct</a></li> </ul> <p>Molley Perry, Chief Administrative Officer, reviewed the Student Code of Conduct for the 2020-21 school year. This is very much a carry forward from last year as this is not a legislative year, there were no changes. For helping the students know what information is contained in this document, each campus' administration is very proactive in teaching students the behavioral expectations.</p> <p><b><u>MOTION 4873:</u></b> I move we approve the Code of Conduct as presented. The motion was made by Trustee Amanda Green and seconded by Trustee Joshua Benn. The motion carried with seven ayes and zero nos.</p>
<b>H-2.</b>		<p>Consideration and discussion related to CSISD's operational and instructional plans for the reopening of schools for the 2020-21 school year.</p> <ul style="list-style-type: none"> <li>• <a href="#">Martindale Memo</a></li> </ul> <p>Mike Martindale, Superintendent, stated the administration is continuing to work on staffing and working through the feedback received from parents and teachers. CAO Perry reviewed <a href="#">updates</a> from last week's presentation. This is an ever changing document. The updates we have received since Friday 17th: public health guidance, attendance accounting requirements, received PPE from the State (we will have disposable masks available for students who do not have their own), Operation Connectivity, now available is a fully virtual start</p>

		<p>option. Updates since the last meeting on July 15<sup>th</sup> – additional collaboration with Brazos County Health District on developing thresholds for closing and opening of schools, numerous discussions with principals, updated FAQs document which are date stamped as they are updated, campus specific plans being created for how this looks at each campus, and adjusting schools’ master schedules. We will continue to keep the board updated as more information becomes available. CSISD has purchased and plans to purchase additional technology devices and hot spots, for students and teachers who need such devices. Review of the updated survey results as of late this afternoon. Families have until July 30<sup>th</sup> to respond, but we encourage folks to respond as soon as they have reached a decision to help facilitate planning on the campus. Additionally, a review of how a typical day for a 3<sup>rd</sup> grade student might look, was given. Review of Child Nutrition procedures was given and it was noted that breakfast and lunch pick up will be available for virtual students. In regard to virtual instruction and testing, concerns were expressed on cheating, test integrity, etc. Teachers would need to vary the testing experience for virtual students. Examples of exam structure variation, virtual proctoring, timing out, single question visible, etc. for virtual instruction were given. For the purposes of COVID-19 transmission, close contact is defined as: within 6 feet for 15 minutes or more without a face covering. This is the same recommendation as TEA and the Brazos County Health District. CAO Perry then reviewed three scenarios of procedures for an employee who tests positive for COVID-19, a student who tests positive for COVID-19 and an employee or student who lives with someone who has COVID-19. We received UIL communication this morning. We expect to receive more information soon on expectations for times when students would not be wearing face coverings, such as sports, band, etc. We will continue to work with Brazos County Health District, campus administration, communicating with staff and teachers, adding updates to the FAQ pages, and examine the implications of UIL risk mitigation information. It is very important to drive the community towards the FAQ document on the website for the most up to date information. The link to the survey for families is on the website at <a href="http://www.csisd.org">www.csisd.org</a>. This is still an ever changing situation. Thank you to everyone including the folks at the Health District, who have worked so diligently to provide as much information as possible in a timely manner. For families it is important to talk to your students, stay positive and remember to support the teachers.</p>
I.		<b>PERSONNEL</b>
I-1.		<p>Consider approval of new administrator contracts as recommended by the Superintendent of Schools.</p> <ul style="list-style-type: none"> <li>● <a href="#">Perry Memo</a></li> </ul>

		<ul style="list-style-type: none"> <li>○ Assistant Principal for College Station High School - Matthew Pekar</li> </ul> <p>Superintendent Martindale stated we are coming to you recommending the hiring of Matthew Pekar for the Assistant Principal position at College Station High School. Mr. Pekar comes to us with 5 years of AP experience at the middle school level from Bryan ISD. This position became available as a result of a retirement.</p> <p><b>MOTION 4874:</b> I make a motion to approve the administrator contract for Matthew Pekar for the Assistant Principal position at College Station High School. The motion was made by Secretary Mike Nugent and seconded by Vice President Geralyn Nolan. The motion carried with seven ayes and zero nos.</p>
I-2.	√	<p>Consider approval of the teacher evaluation and observation calendar for the school year 2020-2021.</p> <ul style="list-style-type: none"> <li>● <a href="#">Perry Memo</a></li> <li>● <a href="#">2020-21 Teacher Evaluation and Observation Calendar</a></li> </ul>
J.		<b>BUSINESS</b>
J-1.		<p>Consideration and discussion related to the 2020-21 budget and compensation plan.</p> <ul style="list-style-type: none"> <li>● <a href="#">Drozd Memo</a></li> </ul> <p>Amy Drozd, CFO, reviewed the <a href="#">updated</a> proposed budget and employee compensation plan. The TASB salary study showed that we are low on our zero year teachers starting pay. Review of the proposed stipends, and compensation recommendations for other staff and an increase for starting bus driver pay for a total of \$1.4 million. The budget assumptions for 2020-21 were an increase of 1.75% for ADA, property growth 0 to .5%, and the additional revenue of .01 cent adds about \$1.6 million of revenue. Review of the last 5 years adoption of a deficit budget. For each year the budget adoption was at a deficit, but came in on the plus side, so the general fund balance has continued to increase. Review of the new position requests, debt service fund which will give taxpayers a one penny relief. The next steps are to follow property values, monitor TEA mandated changes, monitor student enrollment, board review of the compensation plan, public hearing for budget and tax rate and watch for legislative changes for the next biennium. TEA recommends a fund balance of 3-4 months operating costs.</p>

<p><b>J-2.</b></p>		<p>Consider and act on an order authorizing the issuance of unlimited tax refunding bonds, series 2020, appointing a pricing officer and delegating to the pricing officer the authority to approve the sale of the bonds; establishing certain parameters for the approval of such matters; levying an annual ad valorem tax for the payment of the bonds; and enacting other provisions relating to the subject.</p> <ul style="list-style-type: none"> <li>• <a href="#">Drozd Memo</a></li> <li>• <a href="#">Refunding Order</a></li> </ul> <p>Victor Quiroga, Jr. of Specialized Public Finance, Inc., Financial Advisor for CSISD, reviewed the bond refinancing and redemption update as of July 14, 2020. Due to the extremely low interest rates, it is recommended that CSISD explore the refinancing of outstanding bond issuances for interest cost savings over the next several months.</p> <p><b>MOTION 4875:</b> I move we approve an order authorizing the issuance of unlimited tax refunding bonds, series 2020, appointing a pricing officer and delegating to the pricing officer the authority to approve the sale of the bonds; establishing certain parameters for the approval of such matters; levying an annual ad valorem tax for the payment of the bonds; and enacting other provisions relating to the subject as presented. The motion was made by Trustee Joshua Benn and seconded by Trustee Jeff Horak. The motion carried with seven ayes and zero nos.</p>
<p><b>J-3.</b></p>		<p>Consider and act on an order authorizing redemption of outstanding bonds of the College Station Independent School District.</p> <ul style="list-style-type: none"> <li>• <a href="#">Drozd Memo</a></li> <li>• <a href="#">Redemption Order</a></li> </ul> <p>Financial Advisor, Quiroga recommended action on an order authorizing redemption of outstanding bonds.</p> <p><b>MOTION 4876:</b> I move we approve an order authorizing redemption of outstanding bonds of the College Station Independent School District. The motion was made by Trustee Amanda Green and seconded by Vice President Geralyn Nolan. The motion carried with seven ayes and zero nos.</p>
<p><b>J-4.</b></p>	<p>√</p>	<p>Consider authorizing the Superintendent to enter into an Interlocal Agreement between College Station ISD and the City of College Station for standby ambulance service.</p> <ul style="list-style-type: none"> <li>• <a href="#">Drozd Memo</a></li> <li>• <a href="#">Interlocal Agreement</a></li> </ul>

J-5.	√	<p>Consider approval of the purchase of an annual license for an integrated digital curriculum resource from Active Classroom.</p> <ul style="list-style-type: none"> <li>• <a href="#">Drozd Memo</a></li> <li>• <a href="#">Shafer/Tramel Memo</a></li> </ul>
J-6.	√	<p>Consider approval of a resolution designating investment officers for the District.</p> <ul style="list-style-type: none"> <li>• <a href="#">Lasater Memo</a></li> <li>• <a href="#">Investment Officer Resolution</a></li> </ul>
J-7.	√	<p>Consider approval of a resolution to amend CSISD authorized representatives for TexPool investment fund.</p> <ul style="list-style-type: none"> <li>• <a href="#">Lasater Memo</a></li> <li>• <a href="#">TexPool Resolution</a></li> </ul>
J-8.	√	<p>Consider approval of the addition of CSISD authorized representatives for Lone Star Investment Pool.</p> <ul style="list-style-type: none"> <li>• <a href="#">Lasater Memo</a></li> <li>• <a href="#">Lone Star Authorized Representative Form</a></li> </ul>
J-9.	√	<p>Consider approval of the addition of CSISD authorized representatives for Texas Class Investment Pool.</p> <ul style="list-style-type: none"> <li>• <a href="#">Lasater Memo</a></li> <li>• <a href="#">Texas Class Authorized Representative Form</a></li> </ul>
J-10.	√	<p>Consider approval of the contract renewal for property, casualty, general liability and auto insurance for the 2020-21 school year.</p> <ul style="list-style-type: none"> <li>• <a href="#">Drozd Memo</a></li> <li>• <a href="#">Insurance Renewal</a></li> </ul>
J-11.	√	<p>Consider approval of monthly Head Start financial statements and credit card expenditures.</p> <ul style="list-style-type: none"> <li>• <a href="#">Drozd Memo</a></li> <li>• <a href="#">Financial Statements</a></li> </ul>
J-12.	√	<p>Consider approval of monthly budget amendments.</p> <ul style="list-style-type: none"> <li>• <a href="#">Drozd Memo</a></li> <li>• <a href="#">Budget Amendments</a></li> </ul>
J-13.	√	<p>Consider approval of financial reports.</p> <ul style="list-style-type: none"> <li>• <a href="#">Drozd Memo</a></li> </ul>



		<ul style="list-style-type: none"> <li>• <a href="#">Financial Reports</a></li> </ul>
<b>K.</b>		<b>FACILITIES</b>
<b>L.</b>		<p><b>EXECUTIVE SESSION</b></p> <p>President Schaefer adjourned the meeting into Executive Session at 9:07 p.m.</p>
<b>L-1.</b>		Pursuant to Texas Government Code Section 551.0821, Hearing on a Level Three Parent Complaint, and if necessary, Consultation with Legal Counsel via Telephone Pursuant to Texas Government Code Sections 551.071 and 551.129.
<b>M.</b>		<p><b>OPEN SESSION</b></p> <p>President Schaefer returned the meeting into Open Session at 12:22 a.m. on July 22, 2020.</p>
<b>M-1.</b>		<p>Possible Action on Level III Parent Complaint.</p> <p><b>MOTION 4877:</b> I move that we abate this agenda item until the next regular meeting. The motion was made by Trustee Joshua Benn and seconded by Secretary Mike Nugent. The motion carried with seven ayes and zero nos.</p>
<b>N.</b>		<p><b>ADJOURNMENT</b></p> <p>Without objection, President Schaefer adjourned the meeting at 12:23 a.m. on July 22, 2020.</p>

MICHAEL SCHAEFER  
BOARD PRESIDENT

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, chapter 551, subchapters D and E or Texas Government Code section 418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the

section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting. [See TASB Policy BEC(LEGAL)]

This notice was posted in compliance with the Texas Open Meetings Act.

MS/ch

*Summary Notes have been placed beneath each Consent Agenda item for clarification purposes. Individual Board Members review each Agenda Item at least 72 hours prior to the actual Board Meeting.*

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MICHAEL SCHAEFER – PRESIDENT

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MIKE NUGENT - SECRETARY